



CITY OF MOULTRIE JOB ANNOUNCEMENT

Position: Assistant Solid Waste Supervisor

Department: Public Works, Garbage

Starting Salary: \$41,600

Date: January 21, 2025

General Nature of Work:

Assists the Solid Waste Supervisor in scheduling work assignments and supervising subordinate personnel, including laborers, refuse collectors, and equipment operators in the work of collection, transport, and disposal of residential, commercial, and special events solid waste, including recyclables. Assists in supervising the washing, cleaning, and maintenance of equipment. Assists in organizing, assimilating, and analyzing various solid waste studies, including excessive volume and receptacle condition surveys. Assists in analyzing procedures and designs of existing solid waste programs to recommend more creative methods of enhancing programs and facilities. Assists in responding to customers' solid waste complaints and requests, including service and billing issues. Inspects work in progress, makes and adjusts work assignments, requisitions supplies, and materials, and prepares and maintains time and material records. Assists in coordinating Solid Waste work requests, work orders, and billing to ensure timely customer service. Performs backup and trainer duties on all solid waste vehicles, equipment, and routes. May work nighttime and/or weekend hours as required. Performs other duties as required.

Training and Experience:

Must be a high school graduate or equivalent with extensive experience in Public Works/Solid Waste activities including responsible supervisory experience in the methods and techniques used in the collection, transport, and disposal of solid waste and recyclables; or an equivalent combination of education, training, and experience which provides the knowledge, skills, and ability to perform the duties of the position. Must possess a valid Class "A" commercial driver's license.

If you feel you qualify for the above position, you must report to the Human Resources Office to indicate your interest. The position will remain open until filled.